

NOTATION OF TERMS AND CONDITIONS FULFILLED

Grantee/Contractor: _____ Agreement No.: _____

The following items (as applicable) can be found in this contract file (C.F.) or in the project file (P.F.) maintained by the Project Manager.

	Project Manager's Initials/Date	Location C.F./P.F.
Resolution	____/____	____/____
Approved Work Program	____/____	____/____
Certified Plans & Specifications	____/____	____/____
Description of Project Tasks	____/____	____/____
Budget	____/____	____/____
Schedule of Completion	____/____	____/____
Complete Work Program Approved (Letter Sent)	____/____	____/____
Changes to Work Program Approved	____/____	____/____
	____/____	____/____
	____/____	____/____
All other Conditions Precedent met (per Agreement Language)	____/____	____/____
All Conditions Precedent met (Letter Sent)	____/____	____/____

MONITORING LOG

Interim Reports or Products

1. _____	____/____	____/____
2. _____	____/____	____/____
3. _____	____/____	____/____
4. _____	____/____	____/____

Project Completion

Inspection Report	____/____	____/____
As-built Drawings	____/____	____/____
Final Request for Disbursement/Invoice	____/____	____/____
Other Final Product(s)	____/____	____/____

Project Completion Audit or Contract/Contractor Evaluation Form Completed

____/____	____/____
-----------	-----------

Tasks Completed-Letter Sent

____/____	____/____
-----------	-----------

Annual post-completion/pre-termination monitoring report completed

____/____	____/____
____/____	____/____
____/____	____/____

Agreement Terminated-Letter Sent

____/____	____/____
-----------	-----------



FILE COPY

September 25, 2013

Judi Tamasi
Mountains Recreation and Conservation Authority
5810 Ramirez Canyon Road
Malibu, California 90265

RE: SCC Grant Agreement # 12-104: Approval of Contractor

Dear Ms. Tamasi,

This letter provides approval of Susan O'Carroll per your request and based on your previous experience with her as a competent CEQA consultant for the purposes of providing guidance related to developing a CEQA document(s) associated with the PWP. You may now proceed with work and expenditure of funds related to this subcontractor consistent with the work program.

Please feel free to call me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Kara Kemmler", written over a horizontal line.

Kara Kemmler
Project Manager

1330 Broadway, 11th Floor
Oakland, California 94612-2530
510-286-1015 Fax: 510-286-0470



FILE COPY

August 16, 2013

Judi Tamasi
Mountains Recreation and Conservation Authority
5810 Ramirez Canyon Road
Malibu, California 90265

RE: SCC Grant Agreement # 12-104: Approval of Contractor

Dear Ms. Tamasi,

Thank you for the opportunity to review the RFP for the Traffic Study and the selection of the chosen contractor. This letter provides approval of KOA as a subcontractor to perform the Traffic Study for the PWP sites. You may now proceed with work and expenditure of funds related to this subcontractor consistent with the work program.

Please feel free to call me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to be "Kara Kemmler".

Kara Kemmler
Project Manager

1330 Broadway, 11th Floor
Oakland, California 94612-2530
510-286-1015 Fax: 510-286-0470



June 10, 2013



FILE COPY

Judi Tamasi
Mountains Recreation and Conservation Authority
5810 Ramirez Canyon Road
Malibu, California 90265

RE: SCC Grant Agreement # 12-104: Approval to Start Work

Dear Ms. Tamasi,

In accordance with the Conditions Precedent of our Grant Agreement number 12-104, this letter provides written approval of all conditions described below.

Condition 1: MRCA has adopted a resolution designating positions whose incumbents are authorized to negotiate and execute this agreement and amendments to it on behalf of the grantee.

Condition 2a: The proposed work plan dated June 2013, as attached, is approved.

Condition 3: Evidence that the MCRA has provided for the required insurance coverage has been submitted.

In accordance with Condition 2b, approval of contractors will be carried out as those contractors are identified and selected to perform work associated with the tasks described in the work plan.

You may now proceed with work and expenditure of funds under the agreement. Please feel free to call me if you have any questions regarding the agreement. I look forward to working with you on this important project.

Sincerely,

A handwritten signature in black ink, appearing to read "Kara Kemmler".

Kara Kemmler
Project Manager

attachment: work plan

1330 Broadway, 11th Floor
Oakland, California 94612-2530
510-286-1015 Fax: 510-286-0470